

Dear Rural Fire Department,

The Bureau of Land Management (BLM) in Wyoming is pleased to announce that the Rural Fire Assistance Program (RFA) has been funded for Fiscal Year 2006.

**New Department of Interior allowable** purchases for RFA funding are as follows, in order of priority:

1. National Wildland Fire Coordinating Group (NWCG) training for fire department personnel, either for basic wildland suppression, or for advanced courses.
2. Essential Personal Protective Equipment; specifically, new generation fire shelters, and basic Personal Protective Equipment (nomex, hard hats, eye protection, gloves).
3. Essential communications equipment, such as narrow band or narrow-band compatible hand-held or vehicle units and accessories.

The Rural Fire Assistance Program has the following criteria to meet minimum eligibility:

1. A cooperative fire agreement must be developed before Rural Fire Assistance funding can be released.
2. The rural fire department must service a community in the wildland urban interface with a population of less than 10,000 people.
3. The amount of the application cannot exceed \$20,000 per applicant (there can be multiple applicants within a county). The applicant must be capable of meeting a cost share minimum of 10 percent of the approved funds. Other Federal funds cannot be used to meet the cost share requirements.
4. For rural fire departments who received assistance funding in 2005, the required receipts and proof of cost share grant expenditures from Fiscal Year 2005 must be submitted to the Wyoming State Office, Kermit Johnson, before any 2006 funds will be approved. For rural fire departments who **did not** receive assistance funding in 2005, no documentation is required.
5. An Annual Operating Plan with Federal Cooperators must be in place prior to receiving any funding.

A Rural Fire Assistance Grant Application and information sheet containing program procedures, due dates, and required documentation for receiving funds are attached. The contact for the Rural Fire Assistance Program in Wyoming is Kermit Johnson, Incident Fire Business Management Specialist. For additional information, please contact Kermit at: work 307-775-6086 or cell phone 307-631-2831.

Sincerely,

Robert A. Bennett  
State Director

## Department of the Interior Rural Fire Assistance Application

Fire Department Name:		Total Number of Fire Dept Members:	
Fire Department mailing address:			Date Submitted:
Fire Department Contact Person:		Fire Department Business Phone Number:	
Agreement with: (circle one)      DOI      Tribal      State      None			
Cooperative Agreement/Contract Number:		Community Population:	
Cooperating Agency/Tribe: Address:		Contact Name: Phone Number:	
Has your Department implemented the National Incident Management System (NIMS): <b>Y/N</b>			
Number of wildland urban intermix acres protected by Fire Department:			
Number of wildfire responses within primary response area on DOI lands in 2005:			
Number of mutual aid responses within primary response area (Include other non-DOI agencies) in 2005:			
Total number of wildfire responses in 2005:			
Total number of all Fire Department responses in 2005 (wildfire, structure, EMS, all-risk):			
How many of these wildfire responses were:      Initial Attack      Extended Attack			
How many members of your Fire Department meet basic wildland firefighter safety training (S130, S190)?			
How many members of your Fire Department meet advanced wildland firefighter qualifications (ENGB, STEN, ICT3 etc)?			
What basic/advanced wildland fire training courses are needed to meet your Fire Department's needs?			
Does the Fire Department currently have wildland fire Personal Protective Equipment (PPE) for all active members? <b>Y/N</b> If not, how many members are equipped with PPE?			
Does your community have a Community Wildland Fire Protection Plan (CWPP) or equivalent plan? <b>Y/N</b>			
Does your Fire Department a wildland fire prevention program? <b>Y/N</b>			
PROJECT TITLE AND BRIEF SUMMARY OF THE PURPOSE AND OBJECTIVES OF REQUEST: (List training, PPE, equipment, and prevention needs)			
<b><i>**PLEASE ATTACH AN ITEMIZED LIST OF YOUR REQUEST AND RESPECTIVE COSTS</i></b>			

Name and Title of Requestor:
Name and Title of Department of the Interior Officer reviewing:
<b><i>FOR DEPARTMENT OF THE INTERIOR USE</i></b> Date Department of the Interior Official Reviewed:

Date Approved:	Amount Approved:
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**DEADLINE:** April 17, 2006

Bureau of Land Management  
P.O. Box 1828  
Cheyenne, WY 82003  
307-775-6086  
Attn: Kermit Johnson

OR

Bureau of Land Management  
P. O. Box 1828  
Cheyenne, WY 82003  
307-775-6234  
John Glenn

## **RURAL FIRE ASSISTANCE INFORMATION SHEET**

Listed below are the grant guidelines and program time lines for the Rural Fire Assistance Program.

**Due 04/03/06:** The completed Rural Fire Assistance Grant Application Form. These completed forms are to be sent to: Kermit Johnson, P. O. Box 1828 Cheyenne, WY 82003. **The primary focus for priority grant approval guidelines will NWCG training for RFD personnel, either for basic wildland suppression, or for advanced courses. The second priority will be personal protective equipment like the new generation fire shelter, basic nomex, hard hats, eye protection or gloves. The third priority will be essential communications equipment, such as narrow band compatible vehicle or hand-held units and accessories. Any thing else could disqualify the applicants from consideration.** All Rural Fire Assistance Grant Application Forms will be initially reviewed by Kermit Johnson and John Glenn to ensure that the requests are appropriate in regard to the requirements of the program.

**Due 04/17/06:** The completed Grant Application Forms will then be sent to the Zone BLM Fire Management Officers for review with each County Fire Warden. Priorities will be set for grant amounts and approvals will be recorded on the Priorities Sheet.

**Due 04/20/06:** The Grant Application Forms will be consolidated and a spreadsheet sent to the Wyoming Fire Action Team interagency Rural Fire Assistance Working Committee. DOI bureaus and cooperators will establish one combined list of priority DOI awards for Wyoming. A lead bureau will be identified for each applicant: that is, the bureau that would logically distribute the grant funds to the department applying for the funds (National Park Service, BLM, Bureau of Indian Affairs, and Fish and Wildlife Service) in Wyoming.

**Due 05/01/06:** The Wyoming Fire Action Team will forward the list to the National Interagency Fire Center for review and approval.

**Due 05/30/06:** The Wyoming BLM awarded Grant Application Forms and Priorities Sheets will be returned to Kermit Johnson for review, consolidation and processing. The grant will be sent to each successful Fire Department for review, signature and returned for award obligations.

**Due 06/25/06:** The Wyoming BLM State Office Assistance Officer, Kermit Johnson, must receive the completed forms by this date for funds obligation and grant award. (If not received or notification made by this date, your application will be disqualified and no award will be made.) The successful parties shall submit the SF-270, Request for Advance or Reimbursement by no later than August 1, 2006.

The Wyoming State Office will process the completed forms and electronically deposit the grant funds in the county provided bank account based on information in the CCR system matching the provided TIN number and the appropriate DUNS number.

**Due 11/01/06:** or as soon as purchases are completed, copies of invoices for both the grant purchases and shared cost purchases and the SF 272, Federal Cash Transactions Report shall be sent to the Wyoming BLM State Office, Kermit Johnson, P.O. Box 1828, Cheyenne, WY 82003.

**PRIORITY WORKSHEET**  
**(OFFICE USE ONLY)**

County/Department: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_

Contact Title: \_\_\_\_\_  
Contact Cell Phone: \_\_\_\_\_

County-wide Grant:      YES      NO

Individual Dept. Grant: YES      NO

COUNTY/DEPATRMENT (NAMES)	AMOUNT
1.	
2.	
3.	
4.	
5.	
6.	

Specific Stipulations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FMO Signature: \_\_\_\_\_

Date: \_\_\_\_\_

County Fire Warden Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Administration Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Subsistence Officer Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Updated 02/10/06

### Instructions for the Priority Worksheet

FMOs and County Fire Wardens will be responsible for reviewing and setting priorities for the grants requested by the Rural Fire Departments within their Zone/County. The deadline for this process to begin is April 17, 2006.

- Fill out the following:
  - County/Department
  - Address
  - Contact Name
  - Contact Title
  - Contact Phone Numbers (work and cell)
- Instruction for County-wide/Individual Grant:
  - Check County-wide Grant if the Fire Warden has chosen to consolidate the individual Fire Department's requests into one request for the entire county.
  - Check Individual Department Grant if the County Fire Warden has chosen to submit each Fire department's requests separately.
- In the table enter the County/Department and the Amount of the grant requested.
- Under Specific Stipulations both the FMO and the Fire Warden need to record any additional information.
- The FMO and the County Fire Warden both need to sign and date at the bottom.
- It is important that *all* grant requests are completed and returned to Kermit Johnson by April 17, 2006.
  - All requests from Rural Fire Departments, regardless of final approval, are taken into consideration for the funding for the Rural Fire Assistance Grant Program in the following year.

If there are further questions regarding the Priority Worksheet please contact:

Kermit Johnson

307-775-6086 (work)

307-631-2831 (cell)